

**MINUTES OF PUBLIC MEETING OF THE  
ARIZONA GEOGRAPHIC INFORMATION COUNCIL  
OF MEETING HELD MAY 5, 2005**

A public meeting of the Arizona Geographic Information Council was convened at 10:16 a.m. on May 5, 2005 at the Arizona Department of Transportation Human Resources Development Center, 1130 North 22<sup>nd</sup> Avenue, Phoenix, AZ 85009 in the Grand Canyon Room. Present at the meeting were the following members or designees of the Arizona Geographic Information Council:

Victor Gass, Arizona Department of Environmental Quality  
Chris Newton, Arizona Department of Health Services  
Boyd Larkin, designee for Richard Oland, Arizona Department of Revenue  
Jason Howard, designee for Gene Trobia, Arizona State Cartographer's Office  
Gary Irish, Arizona State Land Department  
Shea Lemar, designee for Jana Hutchins, Arizona State University  
Leland Dexter, Northern Arizona University  
Chris English, Bureau of Indian Affairs  
Jack Johnson, Bureau of Land Management  
Tom Sturm, US Geological Survey  
Timothy Smothers, League of Arizona Cities and Towns  
Don Worley, designee for Rita Walton, Maricopa Association of Governments  
Rick Harrington, Southern Arizona Geographic Information Systems  
Manny Rosas, Pima Association of Governments  
Lee Harbers, Arizona Professional Land Surveyors Association  
Kevin Blake, Northern Arizona Geographic Information Forum

Attending by teleconference were:

Sharon Nicholson, Arizona Department of Public Safety  
Craig Wissler, University of Arizona

Absent were:

Lisa Danko, Arizona Department of Commerce  
Linda Strock, Arizona Department of Economic Security  
Brenda Fox-Grey, Arizona Department of Education  
Richard Oland, Arizona Department of Revenue  
Jami Garrison, Arizona Department of Transportation  
Dena Gambrel, Arizona Department of Water Resources  
Larry Fellows, Arizona Geological Survey  
Gene Trobia, Arizona State Cartographer's Office  
Bradley McNeill, Arizona State Parks  
Jana Hutchins, Arizona State University  
Dave Minkel, National Geodetic Survey  
Keith Larson, Natural Resource Conservation Service  
Candace Bogart, USDA Forest Service  
Rodney Hampton, Arizona Association of Counties

Howard Ward, Private Sector

The following matters were discussed, considered, and decided at the meeting:

- I. Call to Order. The Council was called to order at 10:16 a.m. by Timothy Smothers, AGIC President. A count of Board Members established that a quorum was present (see list of Board members and designees in attendance).
- II. Budget Update: Gary Irish reported on the AGIC budget (see attached AGIC Budget Summary). The status of the AGIC budget indicated that as of March 31, 2005 the AGIC General account showed a balance of \$32,513.23 and the AGIC Conference account showed a balance of \$32,666.73.
- III. Approval of Minutes of the February 3, 2005 Board meeting. Motion made by Jack Johnson to approve the minutes of the February 3 meeting. Seconded by Tom Sturm. Motion was approved unanimously.

**Action Item: Minutes of the February 3, 2005 AGIC Board meeting approved unanimously.**

IV. Committee Reports

A. *Administration and Legal Committee*

Tim Smothers, committee chair, reported briefly on the proceedings of the April 7, 2005 Board meeting in which Joy Hernbrode from the Arizona Attorney General's Office delivered instruction on open meeting law to the Board. Tim also reported that as a result of that meeting, he had produced an AGIC Information Handbook for Board members that addressed open meeting rules, and featured a sample notice, agenda, and minutes specific to AGIC.

[Copies of the AGIC Information Handbook on file at the Council's offices at 1616 West Adams Street, Phoenix, AZ 85007.]

Tim next requested that committee chairs review the status of their committee membership and submit membership and staff rosters to him.

B. *Conference, Education, and Outreach Committee*

1. Conference Working Group

Jason Howard reported that the AGIC Conference would be held in Prescott at the Prescott Resort and Conference Center, October 26-28. Jason also reported that the Conference Working Group was currently working on exhibitor and attendee solicitation. Jason noted that Rick Harrington was making a substantial contribution to the Conference by printing marketing materials for attendees. Finally, Jason reported that, thanks to Gene Trobia, the keynote

speaker for the Conference would most likely be Hank Garie from the USGS.

2. Education Working Group

Shea Lemar reported that the March 3, 2005 Internet mapping user group was well attended and that Victor Gass and Jason Howard had reviewed the Technology Committee's Internet mapping guidelines. The next meeting is being scheduled for Fall, most likely in September.

Shea reported that both she and Seth Franzman attended the Microcomputers in Education Conference at Arizona State University in March. Shea reported that the conference featured presenters from across the country discussing how teachers and after school groups can incorporate GIS. Shea reported that there will be a much larger focus on GIS at next year's conference.

Shea reported that the Education Working Group was looking to increase its membership and that she would be contacting people in the near future. The focus of the working group will be split between K-12 and Higher Ed/Professional Development.

Shea announced that there are a couple of summer GIS workshops for teachers and that she will be contacting AGIC members to ask them to volunteer to present their work to the students and teachers attending the workshops. Jack Johnson asked if summer workshops were for existing teachers. She replied that they were and would be for two weeks in June, and that both teachers and students could get continuing education credit.

Finally, Shea reported that Lowell School presented their GIS work to the Bureau of Reclamation on May 4th. The students partnered with BOR to study water issues in Arizona. Shea reported that the audience was impressed with both the GIS and water knowledge that the students had gained in one semester.

Tim Smothers asked if Internet mapping guidelines presented by Victor and Jason at the Internet mapping user group would be published by AGIC. Victor replied that it was a work in progress but the guidelines would ultimately be published.

3. Outreach Working Group

Santiago Garcia reported that the draft first edition of the AGIC newsletter had been sent out to the Board members for review. Jim Riedmann, the editor of the newsletter, asked if the Board oversight were necessary in order for issues to be published,

because he wished to incorporate committee reports from the current meeting into the newsletter. Tom Sturm suggested that it was really not necessary for the Board to approve every issue of the newsletter and that doing so would inhibit timeliness. Rick Harrington clarified that the Board had never explicitly said that they would oversee the publication of every issue, but had merely approved starting the newsletter.

Motion made by Chris English that the State Cartographer's Office serve as review and approval body for the AGIC newsletter. Seconded by Chris Newton. Jason Howard suggested that the Outreach Committee would be a better review and approval body than the State Cartographer's Office, due to time constraints and limited staff resources to devote to the newsletter. Motion did not pass: 5 in favor, 13 against.

Motion made by Tim Smothers that the Outreach, Education, and Conference Committee serve as review and approval body for the AGIC newsletter. Seconded by Lee Harbers. Shea Lemar proposed amending the motion to make the review and approval process fall under the Outreach Working Group, rather than its parent committee. Tim Smothers and Lee Harbers both agreed to the amendment. Motion was approved unanimously.

**Action Item: Outreach Working Group will serve as review and approval body for the AGIC newsletter.**

C. *Data Resources Committee*

Jason Howard reported that the Data Resources Committee is currently attempting to coordinate and combine data related activities, and that the committee would develop a work plan to address street centerlines and imagery acquisition. Jason also noted that Thom Morrison from Department of Revenue would no longer be doing GIS at the agency, and that Boyd Larkin might look to replace Thom on the committee on cadastral issues.

D. *Technology Committee*

Gary Irish reported that a working prototype of the AGIC Portal had been built and that the main issues left to address were legal in nature. Gary indicated that he and Gene Trobia were looking at data distribution for commercial entities. Gary asked the Board members if their agencies had data distribution portals to speak with him at some point.

Victor Gass noted that the Technology Committee was looking at a range of technologies to share data.

Manny Rosas noted that the Pima Association of Governments had an ArcIMS site for data distribution and that he would talk to Gary about that.

V. State Cartographer's Office Report

Jason Howard reported that Gene Trobia was in Washington, DC discussing Height Modernization with staff members from Arizona's Congressional delegation and meeting with the National Geospatial Programs Office regarding future directions.

VII. Comments, Requests, and Items for Future Agendas

Victor Gass suggested that at an upcoming meeting he would demonstrate the Technology Committee's Internet cartographic guidelines.

A discussion took place wherein it was discussed how best to allow the public to speak at the Board meetings during the call to the public section.

Tom Sturm suggested that the Board could continue using the USGS phone bridge for those members who would find it easier to call in. Tom suggested that AGIC inventory the various sites that the Board might use as meeting places to with teleconferencing capability and find out if the state has a phone bridge AGIC can use.

Joy Hernbrode suggested discussing methods of obtaining a quorum at future meetings.

VIII. Call to the Public.

Charlene Mullen from Department of Economic Security introduced herself and said that she hoped to help DES improve their GIS.

IX. Next Meeting and Location.

The next AGIC Board meeting will be held August 4, 2005, at 1:30 p.m., at the Department of Administration Building, 100 North 15<sup>th</sup> Avenue, Phoenix, Arizona, 85007 in Room 300.

X. Adjournment

Rick Harrington moved to adjourn. Seconded by Chris Newton. Motion was approved unanimously. Meeting adjourned at 11:30 a.m.

**Attachments:**

AGIC Budget Summary